

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

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Notice: PIH 2000-12 (HA)

Special Attention of:  
Secretary's Representatives;  
State/Area Coordinators;  
Senior Community Builders;  
Public Housing Directors;  
Public Housing Agencies

Issued: April 7, 2000  
Expires: April 30, 2001

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**Subject:** Instructions for Submitting First Public Housing Agency (PHA) Plans for PHAs with Fiscal Years beginning July 1, 2000 and October 1, 2000.

## **I. Summary**

This notice provides instructions to Public Housing Agencies (PHAs) with fiscal years beginning on July 1, 2000 (July PHAs) and October 1, 2000 (October PHAs) on submission of PHA Plans as provided in the PHA Plans Final Rule (issued October 21, 1999), found at 24 CFR part 903. July PHAs must use currently available templates and instructions in completing their plans; October PHAs will receive additional, subsequent guidance from HUD on their Plan submissions. Background on this notice and PHA Plan guidance to date is also provided below.

## **II. Instructions for Submission of PHA Plans.**

### **A. PHAs with Fiscal Years beginning on July 1, 2000 (July PHAs)**

July PHAs are instructed to use the currently available template (issued July, 1999) and "Instructions and Supplemental Guidance for Preparation and Submission of PHA Plans" ("Instructions")(issued in Notice PIH 99-51 (HA)) to prepare and submit their PHA plans.

As a convenience to the reader, the Instructions issued in Notice PIH 99-51 (HA) are available on HUD's PHA Plans web page (address below). They are available in two versions. The first version is Notice PIH 99-51 (HA) as it was issued. Notice PIH 99-51 (HA) transmitted only amendments to the Instructions issued in the previous Notice on this subject, Notice PIH 99-33 (HA). The other version is the full text of the Notice PIH 99-33 (HA) Instructions, as they appear when amended by Notice 99-51 (HA).

*Please note that no changes have been made to the Instructions since the issuance of Notice PIH 99-51 (HA).*

## **B. PHAs with Fiscal Years beginning on October 1, 2000 (October PHAs)**

HUD expects to issue additional information and direction on PHA Plan submissions from October PHAs. This may include a new version of the PHA Plan template. If the instructions or templates are to be revised, HUD will advise these PHAs sufficiently in advance of the submission deadline in order for these PHAs to act on the revised instructions.

Prior to issuance of further instructions from HUD regarding their plans, October PHAs should commence the planning process using the currently available template and instructions. PHAs should not submit plans to HUD based on the currently available documents unless notified by HUD to do so, however.

## **III. Background**

Section 511 of the Quality Housing and Work Responsibility Act of 1998, referred to as the Public Housing Reform Act of 1998 (PHRA), created the public housing agency plans -- a 5-Year Plan and an Annual Plan. The 5-Year Plan describes the mission of the agency and the agency's long range goals and objectives for achieving its mission over the subsequent 5 years. The Annual Plan provides details about the agency's immediate operations, program participants, programs and services, and the agency's strategy for handling operational concerns, residents' concerns and needs, programs and services for the upcoming fiscal year.

On February 18, 1999, HUD issued an Interim Rule implementing the PHA Plan. On July 29, 1999, PIH issued PIH Notice 99-33. Attachment B to Notice PIH 99-33 (HA) transmitted "Instructions and Supplemental Guidance For Preparation and Submission of PHA Plans" (Instructions) under the Interim Rule. These Instructions included the announcement of the availability of the template PHAs must use to create and electronically submit PHA Plans to HUD (form HUD 50075) and the creation of the HUD website for PHA Plans (referenced below).

Following public comment and an enhanced rulemaking process, HUD issued *Public Housing Agency Plans; Final Rule* on October 21, 1999. The PHA Plan regulations established in the final rule are found at 24 CFR Part 903. Significant changes in the regulation between the February 18, 1999 Interim Rule and the Final Rule were listed in the preambles to the rule. The Final Rule, at section 903.7, states that HUD will advise PHAs by notice of any additional instructions or directions necessary for the submission of their first plans.

Notice PIH 99-51 (HA), issued on December 14, 1999, provided those additional instructions and direction on PHA Plan submissions for PHAs with fiscal years beginning prior to July 1, 2000. The additional Instructions, which included the release of a Public Housing Drug Elimination Program (PHDEP) Plan template, were stated as amendments—substitutions or additions—to the Instructions that had been provided as Attachment B to Notice PIH 99-33(HA). Anticipating that the template and Instructions would be revised to accommodate changes in the PHA Plan and other PHRA implementing regulations, Notice PIH 99-51 (HA) also informed PHAs that HUD would issue further instruction to PHAs with fiscal years beginning on July 1, 2000 regarding the template they should use.

Having reviewed the nature of the changes to be made at this point, and the timeframe for July PHAs' development of the Plan, HUD has decided not to apply a revised template to July PHAs at this time. This notice, Notice PIH 2000-12 (HA) instructs July PHAs that they should use the currently available template (issued July, 1999) and Instructions ( issued in Notice PIH 99-51 (HA)) to prepare and submit their PHA Plans.

HUD expects to issue additional information and direction on PHA Plan submissions from October PHAs. This may include a new version of the PHA Plan template. PHAs should use the currently available documents to commence the planning process.

#### **IV. Further Reference**

The template, instructions and all guidance for PHA plans that are referenced and transmitted in this Notice are available on HUD's PHA Plans webpage at:

<http://www.hud.gov/pih/pha/plans/phaps-home.html>. This website will also be used to transmit additional information about the PHA Plans, as it becomes available. Questions may also be directed to the Public and Indian Housing Information Resource Clearinghouse at 1-800-955-2232.

/s/

Harold Lucas  
Assistant Secretary  
for Public and Indian Housing